



Melissa E. Rhoads
Clerk

UNITED STATES DISTRICT COURT
DISTRICT OF NEW JERSEY
OFFICE OF THE CLERK
M. L. KING JR. FEDERAL BLDG. & U.S. COURTHOUSE
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FOURTH & COOPER STREETS
CAMDEN, NJ 08101

TRENTON OFFICE
402 EAST STATE STREET
Room 2020
TRENTON, NJ 08608

REPLY TO: Camden

March 12, 2025

U.S.D.C.
United States Courthouse
U.S. District Clerk's Office
101 W Lombard S.,
Baltimore, MD 21201

Re: U.S.A. -v- Shawnta Hopper
Our Docket No. 25-mj-4020 (MJS)
Your Docket No. 25-cr-22

Dear Clerk:

Please be advised that an Initial Appearance was held in the above-captioned case pursuant to Rule 5 of the Federal Rules of Criminal Procedure. You can obtain the original record by accessing CM/ECF through PACER. Kindly acknowledge receipt on the duplicate of this letter, which is provided for your convenience.

Sincerely,

MELISSA E. RHOADS, Clerk

By: s/Ryan Sanders
Deputy Clerk

RECEIPT ACKNOWLEDGED BY: _____
DATE: _____

Instructions for Retrieving Electronic Case Files

1. Access the CM/ECF website for the District of New Jersey at <https://ecf.njd.uscourts.gov>
2. Click on: [Link to Electronic Filing System \(Live\)](#)
3. At the ECF/PACER Login Screen, enter your Court=s PACER Login and Password
4. On the CM/ECF toolbar, choose:

- \$ Reports
- \$ Docket Sheet
- \$ Enter Case Number in the following format: **[06mj1234]**
- \$ Run Report

- < To view a document from the docket sheet, click on the blue Aunderlined@ document number;
- < To download, click on File, Save a Copy and save to your specific directory;
- < If the document does not have an underlined document number, it is either:
 - \$ A text only entry and no document is attached, or
 - \$ An entry made prior to electronic case filing and the original is enclosed, or
 - \$ The document included an attachment too large for the electronic case filing system and is enclosed.

If you have any questions, our ECF help-desk telephone numbers are as follows:

- < Camden - 866-726-0726 or 856-757-5285
- < Newark - 866-208-1405 or 973-645-5924
- < Trenton - 866-848-6059 or 609-989-2004